

Chaplin Bicentennial Arboretum Commission  
Special Meeting, August 15, 2023  
Minutes

NOTE: Due to time constraints for this meeting, some agenda items were postponed

1. Call to order: The chair called the meeting to order at 2:04. In attendance were: Helen Weingart, Dave Stone, Leslie Ricklin
2. Approval of July 25, 2023 minutes--postponed
3. Audience for citizens—none
4. Additions to the agenda—none
5. Budget report: The Board of Finance approved the yearly budget of \$2,000. The Commission will create a line item of priorities within this budget such as: Maintenance, Education. Dave will determine categories. The Restricted budget was also discussed, which includes donations and monies from fundraising. Currently, this is \$3,685.66.
6. Continuing Business
  - a. Update on health of trees---postponed
  - b. Estimate of cost of tree identification markers: the purchase of metal markers was discussed and where to place them. Dave will get a price and present this at the next meeting.
  - c. Status of maintenance chart---postponed
7. New Business
  - a. Finalize plans for Chaplin Day, Sept. 9, 2023
    - 1). Bookmarks: Helen has been working on designs and will have 2 bookmark choices ready for Chaplin Day.
    - 2). Activities: Helen presented rough drafts of activities: a scavenger hunt, True/False sheet of Tree Facts for both children and adults. Members discussed an award for those completing the activities and giving out maple candy from Bob and Pat Dubos was decided. Dave moved, Helen seconded to spend up to \$75 for the candy. So moved. Leslie will contact the Dubos' to arrange this.
    - 3). Information: Helen presented items to provide the public with information about the Arboretum.
      - a) This included: Arbor Day membership information that can be adapted for the Commission;
      - b) The large laminated map of the Arboretum displayed on an easel;

- c) Information about volunteering. Leslie will draft a description of what may be entailed in volunteering and its benefits as well as creating a sign up sheet;
  - d) Having a display of fiction and nonfiction books about trees for adults and children. Helen presented some beautiful examples.
- 4). T-Shirts: Dave said that short-sleeved (\$8.50 per shirt) and long-sleeved (\$10.50) shirts are ordered from Danielson Surplus and will be here soon. The total is just under \$300.00. The sale price will be \$12.00 and \$15.00.
- 5). Handouts will be available for the public and include:
- a). colored maps of the Arboretum (indicating trees with commemorative plaques). Helen will make copies.
  - b). Examples of tree poems for children (Leslie will compile)
  - c). Background information on how the Arboretum was created. Helen will make copies.
- b. Set timeline for activating Facebook page: Dave said this is activated but he needs more photos

8. Correspondence—none

9. Agenda suggestions for next meeting---none

10. Adjourn: the meeting was adjourned at 3:02.

Respectfully submitted,

Leslie Ricklin, Secretary